

REPORT / RECOMMENDATION



To: Edina Transportation Commission

Agenda Item #: VI. B.

From: Wayne D. Houle, PE, Director of Engineering

Action ☐

Date: June 20, 2013

Discussion ☒

Information ☒

Subject: 2013 Capital Improvement Plan and Work Plan Update

Action Requested:

No action requested.

Information / Background:

Attached is an update of the 2013 transportation related projects as identified in the 2013 Capital Improvement Plan. Also, attached is a Work Plan status update for both City Council's and ETC's Work Plan along with a 2014 work plan schedule. Staff is requesting that the ETC start the process for developing the 2014 work plan.

Attachments:

2013 Capital Improvement Plan Update
Edina Transportation Commission Work Plan Status Update
Annual Work Plans Schedule and template

2013 Capital Improvement Plan Update
Transportation Related Projects
June 14, 2013

Department and Project	Status
Community Development & HRA	
Greater Southdale Transportation Study	On hold until Transporation Planner starts
France Ave Intersection Enhancements	Construction Start July 22
Engineering	
Neighborhood Street Reconstruction Program	Underway
Pedestrian and Bicycle Safety Projects	School Road Sidewalk starting late July
Bridge Rehabilitation - Gus Young Ln & 78th St	In design and bidding
Reconstruct 2nd St S	Underway
Reconstruct 54th St W - Study	Underway
Reconstruct 54th St Bridge - Study	Underway
Park & Recreation	
Lake Edina Pathway	Construction within next two weeks



2013 City of Edina Work Plan and Progress Report

The City of Edina's mission is to provide effective and valued services, maintain a sound public infrastructure, offer premier public facilities and guide the development and redevelopment of lands, all in a manner that sustains and improves the uncommonly high quality of life enjoyed by our residents and businesses.

Our vision is to be the preeminent place for living, learning, raising families and doing business distinguished by:

- A livable environment
- Effective and valued city services
- A sound public infrastructure
- A balance of land uses, and
- Innovation

The City of Edina is known for excellent city services and sound fiscal management. Our ongoing work will contribute this to tradition. In addition to our core services, the Council has identified six themes for the 2012-13 biennial budget in support of our mission and vision. These themes will guide our organization as we identify projects and prioritize our work.

2012-13 Council Priorities		Progress Report
1. Advance Living Streets	1. Advance Living Streets	
	2013 Targets:	2013 Targets:
	a) Create living streets policy	Engineering: 6-14: In review with internal staff and B & C's, City Council Workshop on 7-16
	b) Complete construction of new pedestrian crossings on France Ave.	Engineering: 6-14: Bids open on 6-27, award of bid on 7-16, start construction on 7-22
	c) Coordinate the greater Southdale area transportation study	Engineering: 6-14: On hold until Transportation Planner starts.
	d) Develop prioritized plan for the use of pedestrian and cyclist safety funds	Engineering: 6-14: On hold until Transportation Planner starts.

b)	Evaluate and implement recommendations from the Art Center study	Parks and Recreation:
c)	Evaluate and resolve future of the proposed Sports Dome	Parks and Recreation:
d)	Complete Hornet's Nest addition to Braemar arena	Parks and Recreation:
e)	Evaluate and resolve the reconstruction of the Golf Dome	Parks and Recreation:
f)	Provide direction to staff on cost recovery expectations of current facilities	Parks and Recreation:
g)	Develop a parks and recreation strategic plan	Parks and Recreation:
Future Years: Conduct senior center study		
4. Encourage Neighborhood Associations		4. Encourage Neighborhood Associations
2013 Targets:		2013 Targets:
a)	Finalize neighborhood names and boundaries and City policy on recognized neighborhood associations	Administration:
b)	Begin administration of neighborhood association program, develop resources and conduct public information sessions	Community Development:
Future Years:		
5. Improve Decision-Making Through Formalized Policies		5. Improve Decision-Making Through Formalized Policies
2013 Targets:		2013 Targets:
a)	Adopt policy on naming of public facilities	Parks and Recreation:
b)	Adopt policy on donations	Parks and Recreation:
c)	Complete recodification of City Code	Administration:



EDINA TRANSPORTATION COMMISSION 2013 Annual Work Plan (Revised October 25, 2012)

2013 New Initiative		Target Completion Date	6-14 Status Update
Living Streets Policy: Implementation		August 2013	Routing to B & C's and internal staff, Workshop with City Council on July 16
Safe Routes to School Comprehensive Plan		May 2013	Anticipated completion in August
Sidewalk Plan		May – June 2013	Waiting for Living Street Policy and Plan Completed
Signage standards for bikeways		June 2013	Waiting for Living Street Policy and Plan
Way-finding Signage for bikeways and pedestrians		June 2013	Will increase with Transportation Planner Ongoing
Education and Communication		Ongoing	
Ordinance Review for Policy		Ongoing	
Progress Report:			

2013 New Initiative		Target Completion Date	6-14 Status Update
Review transportation projects in the proposed Capital Improvement Program		August 2013	Will be on August ETC Agenda
Progress Report:			

Ongoing Responsibilities		6-14 Status Update
TLC Bike Boulevard Project		Complete – removal of Wooddale Advisory Bike Lanes week of June 17
Traffic Safety Reviews and Policy Updates		Ongoing
France Avenue Intersections Improvement Project		Construction Start on July 22
Transportation Options		Ongoing – proposal for budget consideration submitted to City

	Council
Communications Committee	Ongoing
Coordination with Bike Edina Task Force	Ongoing

Other Work Plan Ideas Considered for Current Year or Future Years

Grandview Area Transportation Plan (Implementation)	Advisory committee starting this summer

Proposed Month for Joint Work Session:

Staff Comments:

Council Comments:

Annual Work Plans

Purpose

Annual work plans ensure that the priorities of the City Council and Board and Commissions are aligned and that the City has the appropriate financial and staff resources to support Board and Commission work.

Timeline and Format

Board and Commissions should focus on drafting their work plans during the summer months for the following year. The Council meets with Board and Commission Chairs during the month of September to review the proposed work plans. The Council gives final approval for the work plans in November, after additional progress has been made with the City's overall work plan and budget. Work plans go into effect January 1 for the remainder of the calendar year.

The work plan has three main sections (Attachment 1):

- *New Initiatives* – This section should be used to outline any new initiatives the Board or Commission would like to take pursue during the upcoming year.
- *Ongoing Responsibilities* – This section should be used to document the Board or Commission's ongoing responsibilities. Ongoing responsibilities include items that are repeated on a regular or annual basis, or regulatory functions that are delegated to the Board or Commission.
- *Other Work Plan Ideas Considered for Current Year or Future Years* – This section should be used as a "parking lot" for ideas that were considered during the work planning process. Ideas that the Board and Commission wants to hold for consideration for future years should also be included in this section.

Some Boards and Commission have few ongoing responsibilities and most of their work will fall into the initiatives category. Other Boards and Commissions have significant ongoing responsibilities and may only be able to tackle only one or two new initiatives each year.

Council Review and Approval

The Council schedules a meeting in September to meet with Board and Commission Chair regarding their proposed work plan. The purpose of the meeting is to review the Board or Commission proposed new initiatives and ongoing responsibilities for the upcoming year. The Council also reviews any ideas discussed by the Board or Commission but not placed on the work plan. In late September and October, the Council has additional discussions about city-wide priorities, the budget and the allotment of staff time. It is possible that the Council will add, delete or re-prioritize items on Board or Commission work plans based on these discussions. The Council approves and returns work plans to Boards and Commissions by the end of the year.

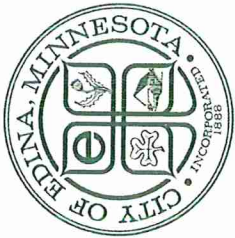
Mid-Year Modifications

Work plans can be modified, to add or delete items, one of three ways. First, work plans can be modified by mutual agreement during a joint work session. Second, if immediate approval is important, the Board or Commission can work with their staff liaison to present a modified work plan for Council approval at a council meeting. Lastly, the City Council can direct a change to the work plan.

Missing a projected target completion date is not a reason to amend the work plan. It is understood that these dates are projections and that occasionally items will be delayed or carried over to a subsequent year. However, Boards and Commissions should make sure that their meeting minutes including updates on the status of work plan items.

Attachments:

Attachment 1 – 2014 Annual Work Plan



Board and Commission Annual Calendar

